

**MARTIN COUNTY, FLORIDA
SUPPLEMENTAL MEMORANDUM**

TO: Honorable Members of the Board of County Commissioners **DATE:** October 01, 2019

VIA: Taryn Kryzda
County Administrator

FROM: Jennifer Manning
Director of the Office of Management & Budget

SUBJECT: OFFICE OF MANAGEMENT AND BUDGET ITEMS WHICH REQUIRE BOARD APPROVAL

GRANT ITEMS - PERMISSION TO ACCEPT

1. PERMISSION TO ACCEPT THE FLORIDA DEPARTMENT OF TRANSPORTATION (FDOT) PUBLIC TRANSPORTATION GRANT AGREEMENT GRANT (PTGA) 441610-1-94-01 FOR REHABILITATION OF NON-AIP (AIRPORT IMPROVEMENT PROGRAM) ELIGIBLE TAXIWAYS (DESIGN & CONST)

- **Agreement/Contract drafted by** – Florida Department of Transportation (FDOT)
- **Parties to the Agreement/Contract** – FDOT and Martin County Board of County Commissioners.
- **Purpose of the Agreement/Contract** – Grant award of \$500,000 for the design and construction of the Rehabilitation of non-AIP eligible Taxiways (Design and Construct).
- **New/Renewal/Modified** – This is a new contract.
- **Duration:** Date of Execution to 12/31/21
- **Benefits to Martin County** – FDOT grant will cover 80% of the total cost required to design and construct the Sanitary Sewer Force Main Improvements.
- **Cost to Martin County** – Local Share in the amount of \$100,000 will be provided from the Airport Enterprise Fund. There is no associated operating cost.

ALTERNATIVE ACTION:

- **Programmatic Implication if not approved** – Airport would need to allocate 100% of the cost to rehabilitate the non-AIP eligible taxiways.
- **Financial Fiscal impact if not approved** - Airport will need to allocate approximately \$500,000 to design and construct the non-AIP taxiways if not approved.

DOCUMENTS REQUIRING ACTION:

- Grant Contract (2 copies)
- Budget Resolution (2 copies)

RECOMMENDATION:

- Move that the Board authorize the Chairman, and/or designee, to execute the FDOT PTGA grant as well as any non-monetary grant related documents upon review and concurrence of the County Attorney's Office; and
- Move that the Board adopt the Budget Resolution.

APPROVED AS TO FORM & LEGAL SUFFICIENCY

2. PERMISSION TO ACCEPT THE FLORIDA DEPARTMENT OF TRANSPORTATION (FDOT) PUBLIC TRANSPORTATION GRANT AGREEMENT (PTGA) GRANT 443872-1-94-01 FOR AIRPORT OPERATIONS CENTER AND AIRFIELD ELECTRICAL VAULT (PHASE 2- CONSTRUCTION)

- **Agreement/Contract drafted by** – Florida Department of Transportation (FDOT)
- **Parties to the Agreement/Contract** – FDOT and Martin County Board of County Commissioners.
- **Purpose of the Agreement/Contract** – Grant award of \$1,700,000 for the construction of the Airport Operations Center Building and Airfield Electrical Vault.
- **New/Renewal/Modified** – This is a new contract.
- **Duration:** 10/8/19 to 12/31/21
- **Benefits to Martin County** – FDOT grant will cover 80% of the total cost required to construct the Airport Operations Center and Airfield Electrical Vault.
- **Cost to Martin County** – Local Share in the amount of \$340,000 will be provided from the Airport Enterprise Fund. There is no associated operating cost.

ALTERNATIVE ACTION:

- **Programmatic Implication if not approved** – Airport will need to reprogram funding which would increase project time and cost.
- **Financial Fiscal impact if not approved** Airport will need to allocate approximately \$340,000 to construct the Airport Operations Center.

DOCUMENTS REQUIRING ACTION:

- Grant Contract (2 copies)
- Budget Resolution (2 copies)

RECOMMENDATION:

- Move that the Board authorize the Chairman, and/or designee, to execute the FDOT PTGA grant as well as any non-monetary grant related documents upon review and concurrence of the County Attorney's Office; and
- Move that the Board adopt the Budget Resolution.

APPROVED AS TO FORM & LEGAL SUFFICIENCY

3. PERMISSION TO ACCEPT THE SMALL COUNTY OUTREACH PROGRAM (SCOP) GRANT FUNDING THROUGH THE FLORIDA DEPARTMENT OF TRANSPORTATION (FDOT) FOR THE RESURFACING OF INDIAN STREET RESURFACING (US-1 TO FLORIDA EAST COAST RAILROAD TRACKS) PROJECT (FM# 438071-1-54-01)

- **Agreement/Contract drafted by:** State of Florida Department of Transportation (FDOT)
- **Parties to the Agreement/Contract:** FDOT and the Martin County Board of County Commissioners
- **Purpose of the Agreement/Contract:** To provide funding for this project up to \$ 232,026. The total estimated cost of the Project is \$ 328,081. The Indian Street Resurfacing (US Highway 1 to the Florida East Coast Railroad tracks) Project is a resurfacing project, along with drainage piping improvements, and pavement marking striping.
- **New/Renewal/Modified:** New
- **Duration:** Martin County agrees to complete the Project on or before June 30, 2021 (date of Agreement expiration).
- **Benefits to Martin County:** To replace highly needed infrastructure and reduce maintenance. Policy 14.1A.10 of the Comprehensive Plan requires staff to identify project that eliminate public hazards and repair, remodeling, renovations or replacement of obsolete or worn out facilities.
 - **Cost to Martin County:** Costs in excess of the programmed funding or attributable to actions which have not received the required approval of FDOT shall not be considered eligible costs and shall be funded with FY20 Capital Improvement Funds (CIP), annual maintenance cost is estimated to be \$1,000 per year, and staff time to administer the grant.

ALTERNATIVE ACTION:

- **Programmatic Implication if not approved** – The project would be put on hold until an alternative funding source was identified.
- **Financial Fiscal impact if not approved** – The County will forfeit \$232,026 in grant funding for the Construction of the project.

DOCUMENTS REQUIRING ACTION:

- SCOP Agreement (2 copies)
- Board Resolution (3 copies)
- Budget Resolution

RECOMMENDATION:

- Move that the Board authorize the Chairman to execute the SCOP Agreement; and the Martin County Administrator, or designee, to authorize any non-monetary Small County Outreach Program Supplemental Agreements and/or time extensions upon review and approval of the Martin County Attorney's Office;
- Move that the Board adopt the Board Resolution; and
- Move that the Board adopt the Budget Resolution.

APPROVED AS TO FORM & LEGAL SUFFICIENCY

4. PERMISSION TO ACCEPT FUNDING FROM THE FLORIDA INLAND NAVIGATION DISTRICT (FIND) FOR DERELICT VESSEL REMOVAL FUNDS

- **Agreement/Contract drafted by** – Florida Inland Navigation District (FIND)
- **Parties to the Agreement/Contract** – FIND and Martin County Board of County Commissioners.
- **Purpose of the Agreement/Contract** - Grant award of \$29,958.75 for removal of eight derelict vessels, with FIND paying the Project Sponsor up to seventy-five percent (75%) of the amount expended for each component, up to the amount listed.
- **New/Renewal/Modified** – This is a one-time event.
- **Duration:** October 8, 2019 – September 30, 2021
- **Benefits to Martin County** – The total cost for the removal of the eight vessels is \$39,945. The Grant funds will serve to reimburse the derelict vessel fund. Thereby the County’s investment in the removal of this vessel will be \$9,986.25, in the event no other grant opportunities exist.
- **Cost to Martin County** – Staff time to administer the grant.

ALTERNATIVE ACTION:

- **Programmatic implication if not approved** – The derelict vessels still need to be removed and the implication is simply the funding source(s) for its removal
- **Financial fiscal impact if not approved** – Martin County will be responsible for 100% of the removal costs, \$39,945.

DOCUMENTS REQUIRING ACTION:

- Budget Resolution

RECOMMENDATION:

- Move that the Board accept the grant award; and
- Move that the Board approve the Budget Resolution

APPROVED AS TO FORM & LEGAL SUFFICIENCY

OTHER OMB ITEMS – BUDGET TRANSFER

5. MARTIN COUNTY SHERIFF’S OFFICE REQUEST FOR FUND BALANCE

The Sheriff’s Department received a reimbursement check in the amount of \$501,507.17 for Hurricane Irma. This amount represents funds that have been designated for Fiscal Year 2020, for the creation of a Real-Time Crime Center at the Martin County Sheriff’s Office. Since we cannot carryover these funds on our balance sheet, we are respectfully requesting that they be carried over as fund excess on the Board of County Commissioner’s side and then disbursed to the Sheriff’s Office after October 1, 2019.

The Office of Management and Budget is requesting approval to transfer these funds from Reserves and replenish it with Fund Balance (monies received from the Sheriff) once year-end is complete.

DOCUMENTS REQUIRING ACTION:

- Budget Transfer from General Fund Reserves.

RECOMMENDATION:

- Move that the Board authorize the budget transfer in the amount of \$501,507.17 from the General Fund Reserves.